

APPROVED MINUTES

Budget & Finance Committee Meeting

Tuesday, December 8, 2020 at 7:00 p.m.

Jackson Village Hall

N168 W20733 Main Street

Jackson, WI 53037

1. Call to Order and Roll Call

Pres. Schwab called the meeting to order at 7:00 p.m.

Members Present: Trustee Heckendorf, Trustee Olson

Village Board Members Present: Trustees Kruepke and Lippold.

Staff Present: Brian Kober, Chief Swaney, Kelly Valentino, Chief Vossekuil, John Walther and Darlene Smith

2. Approval of Minutes for the Budget & Finance meeting of November 10, 2020

Motion by Tr. Olson, second by Tr. Heckendorf to approve the Budget & Finance minutes of November 10, 2020, as presented.

Vote: 3 ayes, 0 nays. Motion carried.

3. Approval of the November 2020 Treasurer's Report and Check Register

Motion by Tr. Heckendorf, second by Tr. Olson to approve the November 2020 Treasurer's Report and Check Register.

Vote: 3 ayes, 0 nays. Motion carried.

4. Pay Request #8 – Municipal Complex Building

Pay Request # 8 – Municipal Complex Building is for an amount of \$397,415.40.

Brian Kober stated this request does not include any lien waivers.

Motion by Pres. Schwab second by Tr. Olson to recommend Village Board approve payment for Pay Request #8 – Municipal Complex Building.

Vote: 3 ayes, 0 nays. Motion carried.

5. Change Order #4 – Municipal Complex Building

Brian Kober stated Change Order #4 is to add six items for a total of \$16,392.00.

The items are Monument Sign Conduit revision, Elevator Shaft revisions, Rip Rap to 6" Roof Drain Pond Inlet, enlarged Borrow Light, CMU Partition Wall Footing and an Additional Stairwell Doorway.

Motion by Pres. Schwab, second by Tr. Olson to advise Village Board that financing is available for Change Order #4 – Municipal Complex Building in an amount not to exceed \$16,392.00 if approved by the Board.

Vote: 3 ayes, 0 nays. Motion carried.

6. Review of 2021 Trash and Recycling Contract

Brian Kober stated the trash and recycling collection contract expires at the end of 2020. The current contract is with Waste Management who acquired Advanced Disposal Services, Inc. on October 30, 2020. GFL Services Solid Waste Midwest, LLC is proposing a five-year contract with free trash and recycling containers for all Village of Jackson owned buildings. Option #2 states the current trash and recycling containers would stay, and the Village would receive containers from GLF

for replacement when needed. This option requires the Village to replace the containers; however, language will be added to the contract stating if a situation occurs of containers not being available, then GFL would take over the replacement process.

Motion by Tr. Olson, second by Tr. Heckendorf to recommend Village Board approve the Five-Year Trash and Recycling Contract with GFL with Option #2 as recommended by the Board of Public Works.

Vote: 3 ayes, 0 nays. Motion carried.

7. Bielinski Homes Request #2 – Reimbursement of Offsite Improvements

There are three items remaining associated with Laurel Springs Addition #1 and Laurel Springs Villas Developments which include grading on Cedar Creek Road, additional paving on Cedar Creek Road and water main work for a total of \$40,439.75.

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board approve Bielinski Homes Request #2 – Reimbursement of Offsite Improvements in an amount not to exceed \$40,739.75.

Vote: 3 ayes, 0 nays. Motion carried.

8. Reduction in Letter of Credit (Escrow Acct.) – Laurel Springs Villas

Brian Kober commented the reduction amount compares to items that were installed and constructed associated with the development. The 15% contingency is being held in the remaining balance.

Motion by Tr. Olson, second by Tr. Heckendorf to recommend Village Board approve reducing the Letter of Credit (Escrow Acct.) – Laurel Springs Villas to the amount of \$39,669.00

Vote: 3 ayes, 0 nays. Motion carried.

9. Review of Quotes for Purchase of Patrol Plow Truck

The truck quote is from Lakeside International for a 2021 truck for an amount of \$98,432.00 which is \$559.00 less than the truck purchased in 2018. The plow equipment package is from Burke Truck & Equipment for an amount of \$85,271.45. The total truck package is \$183,703.45. There is \$190,000.00 in the budget in the capital expenditure funds for this purchase.

Motion by Tr. Heckendorf, second by Tr. Olson to recommend Village Board approve the 2021 truck from Lakeside International and the plow equipment package from Burke Truck & Equipment in an amount not to exceed \$183,703.45.

Vote: 3 ayes, 0 nays. Motion carried.

10. Change Order #1 – 2020 Road & Utility Project – Wondra Construction

Brian Kober explained this is the Hunters Road/Chateau project. Change order #1 includes replacing water service, curb box replacements, catch basin reconstruction, and sump pump final connections for an amount of \$17,610.00

Motion by Pres. Schwab, second by Tr. Olson to recommend Village Board accept Change Order #1 – 2020 Road & Utility Project – Wondra Construction in an amount of \$17,610.00.

Vote: 3 ayes, 0 nays. Motion carried.

11. Pay Request #2 – 2020 Road & Utility Project – Wondra Construction

Brian Kober stated the pay request does include change order #1, and the project is in the final stages.

Motion by Tr. Olson, second by Tr. Heckendorf to recommend Village Board approve payment for Pay Request #2 – 2020 Road & Utility Project – Wondra Construction in the amount of \$191,144.51.

Vote: 3 ayes, 0 nays. Motion carried.

12. Change Order #3 – Spruce Street & Ridgeway Drive Extension – TIF #7

Brian Kober stated this change order includes nine items which include the export of surplus excavated material, credit of fill material, geogrid, extension of culverts, lower a culvert for better drainage, ditching and restoration, ditching east of Eagle Drive, asphalt wedge, and removal of final lift of asphalt from the contract. The change order is for a reduction amount of \$51,765.50.

Motion by Pres. Schwab, second by Tr. Heckendorf to recommend Village Board accept Change Order #3 – Spruce Street & Ridgeway Drive Extension – TIF #7 in the amount of \$51,765.50 reduction.

Vote: 3 ayes, 0 nays. Motion carried.

13. Pay Request #4 - Spruce Street & Ridgeway Drive Extension – TIF #7

Brian Kober explained Change Order #3 is not included in the pay request.

Motion by Tr. Heckendorf, second by Pres. Schwab to recommend Village Board approve payment for Pay Request #4 – Spruce Street & Ridgeway Drive Extension – TIF #7 in the amount of \$64,258.25.

Vote: 3 ayes, 0 nays. Motion carried.

14. Fire Department – Burn Tower

Chief Swaney stated the lowest bidder is Berriochoa Construction Inc. from Columbus, WI. The price to erect the building is \$82,000.00 and to add alternate #1 which is concrete floor covering on the second and third floors is \$5,500.00 for a total of \$87,500.00.

Motion by Pres. Schwab, second by Tr. Olson to advise Village Board that financing is available for the payment for Fire Department – Burn Tower in an amount not to exceed \$87,500.00 if approved by the Board.

Vote: 2 ayes, 0 nay, 1 abstain (Tr. Heckendorf). Motion carried.

15. Citizens to address the Budget & Finance Committee

Casey Latz questioned why she received a letter from GFL regarding garbage pick-up two weeks ago when the contract was only just approved tonight.

16. Adjourn

Motion by Pres. Schwab, second by Tr. Olson to adjourn at 7:22 p.m.

Vote: 3 ayes, 0 nays. Motion carried.

Respectfully submitted:

Darlene Smith, *WCMC*
Deputy Village Clerk